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ABSTRACT

This report is part of Hudson County Community College's (HCCC) work in providing analysis of employment trends for the following purposes: to help the college understand employment projections as they relate to its programs; to provide employment projections for upcoming program reviews; and to assist the college as it develops a strategic plan. The primary report used in preparing this analysis was Hudson County Estimated and Projected Employment by Occupation, 1996-2006 (hereafter Projected Employment), which provides growth and decline data for the following occupational categories: executive, administrative, and managerial; professional specialty; marketing and sales; administrative support; service; and production, craft, and repair. Because the data in Projected Employment cover a wide range of labor categories, an analysis of occupations related to HCCC programs was conducted and results are tabularized according to at least one of the following criteria: students could obtain employment within the occupation upon graduating from HCCC; or they could obtain employment after further study. The report concludes that food/beverage preparation, primary and secondary education, office administration and support, and information technology provide key avenues of employment for HCCC students in programs related to those areas. Virtually all employment categories require that students possess strong basic skills in the traditional areas of communications and mathematics, as well as in information technology. (VWC)

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Analysis of 1996-2006 Employment Trends for Hudson, Bergen, and Essex Counties and New York City in Relation to HCCC Programs

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Analysis of 1996-2006 Employment Trends for Hudson, Bergen, and Essex Counties and New York City in Relation to HCCC Programs

Introduction

Traditionally, educators have attempted to engage students in the search for truth and promote the development of students as whole persons. In recent decades, an additional task has been added to educators' objectives—that of preparing students for employment. Within the realm of higher education, community colleges have played an important role in this work by providing learners with career-oriented degree and certificate programs. As a member of the nation's family of community colleges, Hudson County Community College has participated in student workforce preparation by offering a number of career-oriented degree and certificate programs designed to help students develop skills that respond to the needs of the workplace.[1] Part of HCCC's work in preparing students for employment is ongoing analysis of employment trends, especially as they relate to the college's offerings. This report, therefore, is intended to provide such analysis for the following purposes:

1. To help the college understand employment projections as they relate to its programs.

2. To provide employment projections for upcoming program reviews.

3. To assist the college as it develops a strategic plan.

The data in this Analysis were obtained from two sources:

1. The New Jersey Department of Labor web site at http://www.wnjpin.state.nj.us/OneStopCareerCenter/LaborMarketInformation.

2. The New York State Department of Labor web site at http://www.labor.state.ny.us/html/career/oonyc.htm.

[1] **The college also offers Liberal Arts A.A. and Science/Math A.S. degree programs (each with various concentrations) designed primarily for transfer to four-year institutions. In addition, many of the college's courses within career-oriented degree and certificate programs are transferable to four-year institutions.**

Analysis

The New Jersey Department of Labor prepares a number of reports detailing labor market changes, projections, and trends. The primary report used in preparing this Analysis was Hudson County Estimated and Projected Employment By Occupation, 1996-2006 (hereafter Projected Employment)[1]. Projected Employment provides growth and decline data for Hudson County for the following occupational categories:

1. **Executive, administrative, and managerial (e.g., financial managers and purchasing managers).**

2. **Professional specialty (e.g., accountants, engineers, computer programmers, teachers, and nurses).**

3. **Marketing and sales (e.g., salespersons and travel agents).**

4. **Administrative support (e.g., clerical supervisors, office clerks, and secretaries).**

5. **Service (e.g., law enforcement/public safety personnel, food and beverage preparation workers, and health/personal service workers).**

6. **Production, craft, and repair (e.g., manufacturers, transportation workers, machine operators, and repair workers).**

Because the data in Projected Employment cover a wide range of labor categories, an analysis of occupations related to HCCC programs was conducted. The results are presented in Table One (next two pages). Occupations were chosen for inclusion in Table One according to at least one of the following criteria: (1) Students could obtain employment within the occupation upon graduating from HCCC or (2) They could obtain employment after further study; e.g., transfer to a four-year institution in a related major leading to the attainment of a bachelor's degree. (Occupations listed in Table One most likely to require further instruction are footnoted.)

[1]Source: **New Jersey Department of Labor**
http://www.wnjpin.state.nj.us/OneStopCareerCenter/LaborMarketInformation

Table One

Occupational Projections for Hudson County for 1996-2006 for Titles Related to HCCC Academic Programs Ranked According to Total Average Annual Job Openings[1]

See notes 1, 2, and 3 at the bottom of the next page.

Rank	Department of Labor Classification	1996	2006	Actual No. Change of Jobs	Percent Change[2]	Avg. Annual Job Openings: New	Replace	Total[2]
1	Food/Beverage Preparation Workers	11150	12250	1100	10.1	110	490	**610**
2	Teachers & Instructors[3]	8650	9950	1300	15.0	130	180	**310**
3	General Office Clerks	6700	7100	450	6.4	40	150	**200**
4	Systems Analysts[3]	1350	3100	1800	133.9	180	10	**190**
5	Clerical Supervisors	4100	4650	550	13.5	60	90	**150**
5	Secretaries	7600	7750	150	2.2	20	130	**150**
7	Marketing/Sales Supervisors	4900	5400	450	9.7	50	80	**130**
8	Accountants[3]	3350	3850	500	15.5	50	70	**120**
9	Computer Programmers[3]	1700	2250	550	32.5	60	50	**110**
10	General Clerical Other	3850	3950	100	2.6	10	70	**90**
10	Reception/Information Clerks	1850	2400	500	27.4	50	40	**90**
12	Registered Nurses[3]	3600	3950	350	9.5	30	50	**80**
12	Bookkeepers	4800	4500	-250	-5.7	0	80	**80**
14	Police Patrol Officers[3]	1600	1650	50	4.5	10	60	**60**
15	Computer Engineer[3]	300	750	450	167.1	50	0	**50**
16	Child Care Workers	1050	1350	300	31.0	30	10	**40**
16	Typists/Word Processors	2100	1750	-300	-15.1	0	40	**40**
18	Computer Scientists Not Elsewhere Classified (NEC)[3]	150	450	300	187.1	30	0	**30**
18	Medical Assistants	300	500	200	76.6	20	10	**30**
18	Lic. Practical Nurses	1000	1100	100	9.3	10	20	**30**
18	Clerical & Admin. Support Workers, NEC	1300	1400	100	9.5	10	20	**30**
22	Corrections Officers[3]	550	700	150	22.5	10	10	**20**
22	Human Services Workers	300	450	150	47.6	10	10	**20**
22	Teachers' Aides/Paraprofessionals	700	750	100	12.1	10	10	**20**
22	Social Workers, Exc. Med. & Psych[3]	650	750	100	18.6	10	10	**20**
22	Electrical and Electronic Engineers[3]	400	500	100	24.9	10	10	**20**
22	Lawyers[3]	900	950	50	7.2	10	10	**20**
22	Recreation Workers	350	400	50	14.3	10	20	**20**
22	Teachers' Aides/ Education Assistants	850	950	150	15.3	10	10	**20**
22	Computer Progr. Aides	400	450	50	14.9	10	10	**20**
31	Computer Support Specialists[3]	100	200	100	61.8	10	0	**10**
31	Health Professionals, Paraprofessionals, and Technicians, NEC	350	400	50	13.5	10	10	**10**
31	Legal Assistants & Technicians	250	300	50	21.3	10	0	**10**
31	Electrical and Electronic Technicians	250	300	50	22.4	10	10	**10**
31	Residential Counselors	250	300	50	25.2	10	10	**10**

Table One

Occupational Projections for Hudson County for 1996-2006 for Titles Related to HCCC Academic Programs Ranked According to Total Average Annual Job Openings[1]

						Avg. Annual Job Openings		
Rank	Department of Labor Classification	1996	2006	Actual No. Change of Jobs	Percent Change[2]	New	Replace	Total[2]
31	Medical Records Technicians	100	150	50	25.7	0	0	10
31	Respiratory Therapists	100	150	50	37.7	0	0	10
31	Database Admin'ors	100	150	50	69.2	10	0	10
31	Stenographers	300	300	0	1.1	0	10	10
31	Mechanical Engineers[3]	250	250	0	4.3	0	10	10
31	Civil Engineers[3]	250	300	0	5.2	0	10	10
31	Engineers NEC[3]	200	250	0	7.7	0	10	10
31	Computer Operators	750	600	-200	-25.4	0	10	10
31	Payroll	450	400	-50	-9.9	0	10	10
31	Police Detectives[3]	250	250	0	-6.0	0	10	10
46	Mechanical Engineering Technicians	50	50	0	2.3	0	0	0
46	Funeral Attendants	50	50	0	4.8	0	0	0
46	Funeral Directors & Morticians[3]	50	50	0	9.8	0	0	0
46	EDP Operators	200	100	-100	-39.6	0	0	0
46	Chemical Engineers[3]	50	50	0	-6.9	0	0	0
46	Court, Municipal, & License Clerks	300	300	0	-4.9	0	0	0
46	Engineering Technicians NEC	150	100	0	-4.7	0	0	0
46	Industrial Engineers[3]	100	100	0	-2.6	0	0	0
46	Civil Engineering Technicians	50	50	0	-1.7	0	0	0

[1] **Certain labor classifications may show a 1996-2006 decline in the actual number change of jobs, but they are included because they show a positive figure for average annual job openings as a result of retirements, separations, and other forms of attrition.**

[2] **All figures here as reported by New Jersey Department of Labor. As noted by Labor, "Average Annual New Jobs will not [always] equal annualized Employment Change since for declining occupations, new jobs are tabulated as zero since no net job growth is projected, while the employment change is based solely on the difference between 1996 and 2006 employment totals. . . . Totals may not add across due to rounding. Employment is rounded to nearest fifty. Job openings are rounded to the nearest ten. Percent changes are based on unrounded data."**

[3] **Related to a current HCCC offering; e.g., Early Childhood Education A.A.S., Accounting A.A.S., or Computer Science A.S., but requires or may require further education (e.g., a four-year degree) for full employment.**

For the county, labor classifications offering the most openings on an annual basis include Food/Beverage Preparation Workers (n=610), with Teachers and Instructors also providing a relatively large number of openings (n=310) on an annual basis. Professional, paraprofessional, and clerical categories within office administration and support also show relatively large numbers of annual openings; i.e., General Office Clerks (n=200), Clerical Supervisors (n=150), Secretaries (n=150), Accountants (n=120), General Clerical Other (n=90), Reception/Information Clerks (n=90), and Bookkeepers (n=80). Computer programming and related services—i.e., Systems Analysts (n=190) and Computer Programmers (n=110)—also reflect relatively strong employment opportunities within the county. Although the college does not offer any programs in retail sales operations or marketing, openings in the Marketing/Sales Supervisors category (n=130) were also listed above, given that graduates of the college's Management A.A.S. program would be eligible for such positions with appropriate retail sales experience. (Indeed, such experience is

common for many of the college's students.) Openings for the Registered Nurses category (n=80) are also relatively strong, an important factor given that the college enrolled its first students in a newly formed Nursing A.S. program in fall of 1999.

The data in Table One cnly reflect employment for Hudson County. However, neighboring areas also provide employment opportunities for the college's students. Shown below in Table Two are those areas outside the county providing the most employment (i.e., greater than 10,000 positions) to residents of Hudson County. (As a point of reference, 141,169 of Hudson County's residents are employed within the county.[1])

Table Two

Employment of Residents of Hudson County in Areas Outside of Hudson (Ranked According to Areas Employing 10,000 or More)[1]

Rank	County	Number
1	New York City (i.e., New York County)	52,292
2	Bergen County	22,176
3	Essex County	17,216

Given the above data, one may assume that proportionate numbers of the college's students and/or graduates would seek employment outside Hudson County. With this consideration, Table Three (next four pages) presents occupational projections for Hudson, Bergen, and Essex Counties and New York City.

[1]Source: **County of Work by Place of Residence for New Jersey Counties: 1990**
New Jersey Department of Labor
http://www.wnjpin.state.nj.us/OneStopCareerCenter/LaborMarketInformation/lmi01/rescnty.htm

Table Three

Occupational Projections for Hudson, Bergen, and Essex Counties and New York City for 1996-2006 According to HCCC Academic Programs

HCCC Major Dep't of Labor Classification	1996	2006	Change[2] Number	Change[2] Percent	Avg Annual Job Openings[2] New	Avg Annual Job Openings[2] Replace	Avg Annual Job Openings[2] Total	Total (i.e., New & Replacement) Avg Annual Job Openings		
	Hudson County							Bergen	Essex	NYC
Accounting A.A.S.										
General Office Clerks[1]	6700	7100	450	6.4	40	150	200	330	260	21570
Bookkeepers	4800	4500	-250	-5.7	0	80	80	160	120	11810
Payroll	450	400	-50	-9.9	0	10	10	10	10	540
Accountants+	3350	3850	500	15.5	50	70	120	220	160	4390
Child Care Certificate										
Child Care Workers	1050	1350	300	31.0	30	10	40	120	60	10210
Early Childhood Educ. A.A. S. & A.A.										
Teachers' Aides/ Education Assistants	850	950	150	15.3	10	10	20	50	40	3350
Teachers' Aides/Paraprofessionals	700	750	100	12.1	10	10	20	20	30	780
Teachers & Instructors+	8650	9950	1300	15.0	130	180	310	530	530	18720
Criminal Justice A.A.S. and A.A.										
Court, Municipal, & License Clerks	300	300	0	-4.9	0	0	0	10	10	430
Police Detectives+	250	250	0	-6.0	0	10	10	10	20	590
Police Patrol Officers+	1600	1650	50	4.5	10	60	60	80	110	990
Corrections Officers+	550	700	150	22.5	10	10	20	30	20	1270
Lawyers+	900	950	50	7.2	10	10	20	50	100	1770
Data Processing A.A.S. & Computer Science A.S.										
Computer Progr. Aides	400	450	50	14.9	10	10	20	30	20	840
Computer Operators	750	600	-200	-25.4	0	10	10	20	20	1200
EDP Operators	200	100	-100	-39.6	0	0	0	0	0	380
Database Admin'ors	100	150	50	69.2	10	0	10	10	10	210
Computer Support Specialists+	100	200	100	61.8	10	0	10	20	10	480
Computer Programmers+	1700	2250	550	32.5	60	50	110	210	100	3860
Computer Scientists NEC+	150	450	300	187.1	30	0	30	50	40	900
Systems Analysts+	1350	3100	1800	133.9	180	10	190	390	210	2180
Health Information Technology										
Medical Records Technicians	100	150	50	25.7	0	0	10	10	10	210

[1]Positions are listed in order of those for which students would most likely qualify upon graduation from program. Any position that requires or may require education beyond the two-year level is marked with a "+" sign.

[2]All figures here as reported by New Jersey Department of Labor. As noted by Labor, "Average Annual New Jobs will not [always] equal annualized Employment Change since for declining occupations, new jobs are tabulated as zero since no net job growth is projected, while the employment change is based solely on the difference between 1996 and 2006 employment totals. . . . Totals may not add across due to rounding. Employment is rounded to nearest fifty. Job openings are rounded to the nearest ten. Percent changes are based on unrounded data."

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Table Three

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HCCC Major Dep't of Labor Classification	1996	2006	Change[2] Number	Change[2] Percent	Avg Annual Job Openings[2] New	Avg Annual Job Openings[2] Replace	Avg Annual Job Openings[2] Total	Total (i.e., New & Replacement) Avg Annual Job Openings		
	Hudson County							Bergen	Essex	NYC
Human Services A.A.S.										
Residential Counselors[1]	250	300	50	25.2	10	10	10	30	30	1050
Human Services Workers	300	450	150	47.6	10	10	20	30	40	1720
Recreation Workers	350	400	50	14.3	10	20	20	40	50	950
Social Workers, Exc. Med. & Psych+	650	750	100	18.6	10	10	20	40	30	3190
Legal Assisting A.A.S.										
Legal Assistants & Technicians	250	300	50	21.3	10	0	10	20	40	380
Liberal Arts Business **Liberal Arts Psychology** **Liberal Arts Sociology**	**These are A.A. programs designed primarily for transfer to four-year institutions; they are not occupation oriented.**									
Management A.A.S. & Funeral Services Opt.										
Marketing/Sales Supervisors	4900	5400	450	9.7	50	80	130	230	120	7990
Clerical Supervisors	4100	4650	550	13.5	60	90	150	250	210	5820
Funeral Attendants	50	50	0	4.8	0	0	0	0	0	No Listing
Funeral Directors & Morticians+	50	50	0	9.8	0	0	0	0	0	60
Medical Assisting A. A. S.										
Medical Assistants	300	500	200	76.6	20	10	30	80	50	700
Med. Rec. Coding Specialist & Medical Transcription Certif's										
Health Professionals, Paraprofessionals, and Technicians, NEC	350	400	50	13.5	10	10	10	20	20	3400

[1] Positions are listed in order of those for which students would most likely qualify upon graduation from program. Any position that requires or may require education beyond the two-year level is marked with a "+" sign.

[2] All figures here as reported by New Jersey Department of Labor. As noted by Labor, "Average Annual New Jobs will not [always] equal annualized Employment Change since for declining occupations, new jobs are tabulated as zero since no net job growth is projected, while the employment change is based solely on the difference between 1996 and 2006 employment totals. . . . Totals may not add across due to rounding. Employment is rounded to nearest fifty. Job openings are rounded to the nearest ten. Percent changes are based on unrounded data."

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	Hudson County									
Office Systems Technology A.A.S.										
Secretaries[1]	7600	7750	150	2.2	20	130	150	260	260	18180
Stenographers	300	300	0	1.1	0	10	10	10	10	410
Reception/Information Clerks	1850	2400	500	27.4	50	40	90	180	120	9770
Typists/Word Processors	2100	1750	-300	-15.1	0	40	40	60	60	5120
Clerical & Admin. Support Workers, NEC	1300	1400	100	9.5	10	20	30	60	60	6332
General Clerical Other	3850	3950	100	2.6	10	70	90	220	180	11040
Respiratory Care A.S.										
Respiratory Therapists	100	150	50	37.7	0	0	10	10	20	200
Culinary Arts A.A.S.										
Food/Beverage Preparation Workers	11150	12250	1100	10.1	110	490	610	1310	900	49070
Liberal Arts A.A.										
General	These are A.A. programs designed primarily for transfer to four-year institutions; they are not occupation oriented.									
American Studies										
History										
Latino Studies										
Computer Technology A.A.S.										
Computer Engineering +	300	750	450	167.1	50	0	50	110	50	640
Electronics Engineering Technology A.A.S.										
Electrical and Electronic Technician	250	300	50	22.4	10	10	10	30	20	570
Electrical and Electronic Engineer+	400	500	100	24.9	10	10	20	60	40	310

[1] Positions are listed in order of those for which students would most likely qualify upon graduation from program. Any position that requires or may require education beyond the two-year level is marked with a "+" sign.

[2] All figures here as reported by New Jersey Department of Labor. As noted by Labor, "Average Annual New Jobs will not [always] equal annualized Employment Change since for declining occupations, new jobs are tabulated as zero since no net job growth is projected, while the employment change is based solely on the difference between 1996 and 2006 employment totals. . . . Totals may not add across due to rounding. Employment is rounded to nearest fifty. Job openings are rounded to the nearest ten. Percent changes are based on unrounded data."

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	Hudson County							Bergen	Essex	NYC
Engineering Science A.S.										
Civil Engineering Technician[1]	50	50	0	-1.7	0	0	0	10	0	340
Chemical Engineer+	50	50	0	-6.9	0	0	0	10	10	40
Civil Engineer+	250	300	0	5.2	0	10	10	30	20	440
Industrial Engineer+	100	100	0	-2.6	0	0	0	10	0	50
Manufacturing Engineering Technology A.A.S.										
Mechanical Engineering Technician	50	50	0	2.3	0	0	0	10	0	250
Engineering Technician NEC	150	100	0	-4.7	0	0	0	10	0	270
Mechanical Engineer+	250	250	0	4.3	0	10	10	30	10	280
Engineer NEC+	200	250	0	7.7	0	10	10	20	10	590
Science & Math A.S.	This is an A.A. program designed primarily for transfer to four-year institutions; it is not occupation oriented.									
Nursing Program										
Lic. Practical Nurses	1000	1100	100	9.3	10	20	30	80	70	1520
Registered Nurses+	3600	3950	350	9.5	30	50	80	190	230	4050

[1] Positions are listed in order of those for which students would most likely qualify upon graduation from program. Any position that requires or may require education beyond the two-year level is marked with a "+" sign.

[2] All figures here as reported by New Jersey Department of Labor. As noted by Labor, "Average Annual New Jobs will not [always] equal annualized Employment Change since for declining occupations, new jobs are tabulated as zero since no net job growth is projected, while the employment change is based solely on the difference between 1996 and 2006 employment totals. . . . Totals may not add across due to rounding. Employment is rounded to nearest fifty. Job openings are rounded to the nearest ten. Percent changes are based on unrounded data."

Conclusions and Suggestions

1. Food/beverage preparation, primary and secondary education, office administration and support, and information technology provide key avenues of employment for HCCC students in programs related to those areas (upon graduation and/or with further education; e.g., at four-year institutions).

2. The information presented in this report—particularly for those labor categories offering the greatest employment opportunities—should be included in recruitment information for prospective students.

3. Virtually all employment categories require that students possess strong basic skills in the traditional areas of communications (reading, writing, and speaking) and mathematics (arithmetic and elementary algebra), as well as in the relatively new area of information technology (computer operations, word processing, spreadsheet, database manipulation, elementary graphics, simple programming, and internet use).[1]

4. The favorable growth of business and other organizations in various parts of the county, especially along the Jersey City waterfront[2], should be seen as an opportunity for the college to extend its influence on behalf of its students. Therefore, the college should consider the development of a consortium that would reach out to already-established and newly-entering business and other organizations with the purpose of placing HCCC students and graduates in employment positions appropriate for their skill levels. This consortium should consist of the college's Placement Director, School-to-Careers staff, appropriate academic program managers/coordinators, Dean of Continuing Education and Community Services, and Assessment Analyst, as well as any other member(s) of the county deemed appropriate for the work of such a consortium. In sum, the exploration of employment opportunities for students and graduates should be seen not as a one-person task (i.e., Placement Director or program manager), but rather as an effort in which a greater portion of the college and county community communicates with the employment sector. To a certain degree, the college's newly formed Cooperative Nursing A.S. program models this approach, with HCCC acting as a coordinator in providing students with education and employment opportunities through Christ Hospital, Saint Francis Hospital, and Bayonne Hospital.

[1]Source: **Workforce Readiness: Meeting the Challenges of the Hudson County Economy and the Region Findings of Industry Focus Groups and Employer Survey, 1997, Hudson County Workforce Investment Board. This study presents an extensive discussion of workplace competencies, including employers' evaluations of workers' skill levels and recommendations for employers and business organizations, as well as for workforce preparers, regarding methods for improving workforce readiness. Employment sectors discussed include manufacturing, health care, communications, food, and finance.**

[2]Source: **Northern New Jersey Regional Developments**
New Jersey Department of Labor
http://www.wnjpin.state.nj.us/OneStopCareerCenter/LaborMarketInformation/lm.../no-e&e.htm